



Home and Community Support Services of Grey-Bruce (HCSS) is looking for a passionate and experienced leader to help us achieve our Mission: *Uniting a Caring Community that Supports people to live with dignity.*

With over 110 staff and 600 volunteers, HCSS is a leader in our community in supporting older adults and people living with disabilities to live and participate in their communities. As the lead community support services agency for Grey Bruce, HCSS has been on a growth trajectory to support our aging population. Through expanding partnerships, continued advocacy and innovative work, we have continued to expand our footprint and impact throughout Grey Bruce.

What is Home and Community Support Services of Grey-Bruce?

HCSS is a team of caring staff and volunteers who provide community-based services that support adults and people living with disabilities in maintaining their independence and enhancing quality of life for them and their families. The HCSS team has been supporting communities in Grey-Bruce for over 30 years and are in an excellent position for growth to support our clients and communities. We support many programs including Adult Day Program and Overnight Respite, Accessible and Volunteer Transportation, Hot and Frozen Meals on Wheels, Friendly Visiting, Housekeeping and Respite and some Low-Needs Personal Support Services.

Why work and live in Grey and Bruce Counties?

- Grey and Bruce counties are situated between the beautiful beaches of Lake Huron and stunning cliffs of Georgian Bay.
- The Niagara escarpment and its famous Bruce Trail run along Georgian Bay and deep into the farmlands and forests of the Counties.
- Sandy beaches abound on Lake Huron, where the most amazing sunsets can be enjoyed year-round. Small lakes, rivers and waterfalls call nature enthusiasts to get out their canoes, kayaks and fishing gear.
- The community of Blue Mountains boasts some of the best down hill skiing in the province and cross country ski, snowshoe and snow mobile trails cater to residents all winter long.
- There is no lack of choice for the avid golfer where the quality of the golf courses is only rivalled by the views they offer.
- Music festivals, local theatre and artisans can be found throughout the area both summer and winter.
- Only a few hours drive to the busy urban centres of Toronto, Kitchener-Waterloo, Guelph, London, and Barrie.

POSITION SUMMARY

The Executive Director provides chief executive accountabilities for the organization and is responsible for the successful leadership, management, and delivery of programs, services and initiatives which drive the organization's mission and vision, and strategic direction. This includes the ongoing development and management of the following organizational areas: client programs

Keeping you in your home longer. We help to maintain independence and enhance quality of life.

Telephone: 519-372-2091
Toll Free: 1-800-267-3798

Unit G-12 Heritage Place Mall
1350 16th Street, Owen Sound N4K 6N7

Email: mailbox@hcssgreybruce.com
Website: hcssgreybruce.com



and services, operations and administration, finance, human resources, communications and education, and fund development. With a strong work ethic and high personal energy, the Executive Director will lead through a responsible, caring and empathetic viewpoint.

The Executive Director is the organization's primary liaison between its funders and between the organization and other health services providers. The Executive Director is expected to provide timely and appropriate support to the Board of Directors and to support HCSS in fulfilling its legal and ethical obligations.

The Executive Director is a support to the clients and staff of HCSS, while embracing an environment of rapid change which exists within the health system, and is known as a person who leads with passion and integrity and has a true desire to improve the quality of life of the clients of the organization.

OTHER KEY RESPONSIBILITIES

- Work closely with the Board of Directors and leadership to develop, implement and manage a risk management plan.
- Work with clients, families, care givers, volunteers, and colleagues and the board to establish program priorities.
- Work closely with Ontario Health to find trends that would support Ontario Health's Business Plan and HCSS's Mission and Vision.

QUALIFICATIONS

- Deep understanding of and belief in the value that home and community support services provide care for clients and caregivers living in those communities.
- Proven experience in developing, supporting and/or leading staff retention and recruitment initiatives.
- Seven or more years of senior non-profit management experience.
- A bachelor's degree, focus on business or health administration, non-profit or volunteer management is considered an asset, or a similar combination of education and experience.
- Master's degree in Business Administration or Health Administration considered an asset.
- Proven experience working with a Board of Directors.
- Strong financial management skills, including budget preparation, analysis, decision making and reporting.
- Successful management of budgets over \$1M.
- Demonstrated success at generating new revenue streams and improving financial results.
- Fundraising experience and understanding of the funding community.
- Previous success in establishing relationships with individuals and organizations of influence, including funders, partner agencies and volunteers.
- Demonstrated knowledge of the Ontario health care system and Ontario Health Teams and the impact these changes will have in respect to organizations like Home and Community Support Services of Grey Bruce.

Keeping you in your home longer. We help to maintain independence and enhance quality of life.

Telephone: 519-372-2091
Toll Free: 1-800-267-3798

Unit G-12 Heritage Place Mall
1350 16th Street, Owen Sound N4K 6N7

Email: mailbox@hcssgreybruce.com
Website: hcssgreybruce.com



- Demonstrated understanding and experience with the Quintuple AIM approach to quality improvement within health care.
- Solid understanding of, and experience with digital technologies that include: health information technologies; administrative technologies, and social media.
- Excellent communication skills in a multi-site, and independent work force.
- Proven experience and education with strategic planning – including developing, implementing and monitoring – as well as reporting to the board.
- Demonstrated experience leading Quality Improvement initiatives.
- Experience leading a large number of employees.
- Experience in expanding an organization's Equity, Diversity and Inclusion initiatives.
- Experience in volunteer management and support of volunteers as key members of the organization.
- Experience working collaboratively with First Nations, Métis and Inuit people.

More information is available at: www.hcssgreybruce.com

Interested applicants please send CV to:

Emma Murray, Human Resources
Home and Community Support Services of Grey-Bruce
Unit G12, 1350 16th Street East, Owen Sound, Ontario N4K 6N7

Or email to: emurray@hcssgreybruce.com

HCSS Grey Bruce is an equal opportunity employer.
Only successful applicants will be notified.

Keeping you in your home longer. We help to maintain independence and enhance quality of life.

Telephone: 519-372-2091
Toll Free: 1-800-267-3798

Unit G-12 Heritage Place Mall
1350 16th Street, Owen Sound N4K 6N7

Email: mailbox@hcssgreybruce.com
Website: hcssgreybruce.com